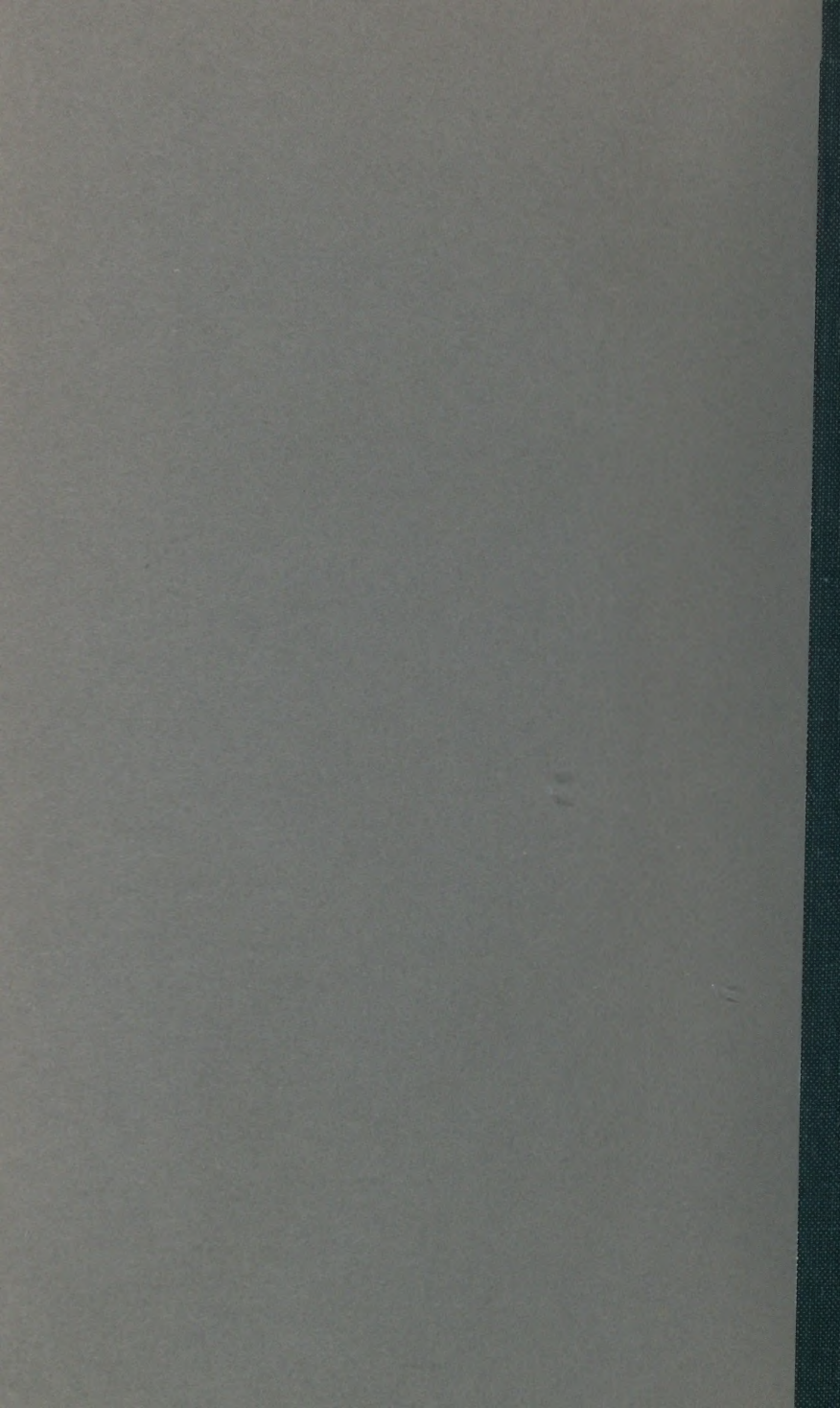




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The Canadian Red Cross Society

(ORGANIZED 1896. INCORPORATED 1909)



Charter

(ACT OF INCORPORATION)

By-Laws, Regulations and Rules



PRINTED BY ORDER OF THE CENTRAL COUNCIL, 1910
REVISED, 1916

The Canadian Red Cross Society

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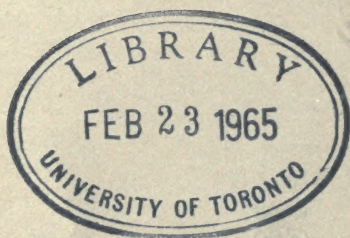
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Historical Review of the Canadian Red Cross Society

The Red Cross Society had its beginning in a humble way and through the labors of one man, Henri Dunant, a Swiss gentleman whose name deserves to be inscribed in letters of gold, and who was led to form the Society from observations made at the Battle of Solferino on June the 24th, 1859.

Dunant devoted some years to visiting the various courts of Europe, soliciting the interests of the various governments to send delegates to an International Conference which was held in Geneva, and which led to the Convention of Geneva which was signed by sixteen leading powers, and which, with amendments, is still in force.

In every civilized country there is a Central Committee with branches working under the authority of the Geneva Convention of 1864. The Committee of each country is autonomous, but every five years an International Convention is held, to which all Red Cross Societies send delegates, and at which all modifications of Red Cross work are considered.

The International Committee is established at Geneva. It is international only in the sense that it exists as a connecting link between the various Red Cross Societies. The members of this Committee, however, are all residents of Switzerland, with headquarters at Geneva.

During this great war it acts as a clearing house for the forwarding of parcels, tracing of wounded and missing and prisoners of war, and for the exchange of permanently disabled prisoners of war. The Canadian Red Cross Society was organized in 1896 by Dr. George Sterling Ryerson, with the consent and approval of the National Society for Aid to the Sick and Wounded in War, and by letter of authority dated at London, December the 2nd, 1896, and was the first colonial branch established in the British Empire.

The Society was incorporated as the Canadian Red Cross Society by Act of Parliament of the Dominion of Canada in 1909, and thus became the official channel of communication between the public of Canada, the British Red Cross Society, and the Department of Militia and Defence of Canada, for the purpose of furnishing aid to the sick and wounded in war. The Canadian Red Cross Society is affiliated with the British Society, but is not a branch of that Society, and is autonomous.

Edward vii. Chap. 68, 8-9, 1910.

CHARTER

An Act to incorporate the Canadian Red Cross Society.

(ASSENTED TO 19TH MAY, 1909.)

Preamble.

Whereas an Association known as The Canadian Red Cross Society has been in operation for some years past, and was actively engaged during the late war in South Africa in contributing funds and tending the sick and wounded; and whereas the said association was in affiliation with the Society in England known as "The National Society for Aid to the Sick and Wounded in War," and the work, operations and powers of the last named Society have now been transferred to and are being carried on, under the patronage of His Majesty King Edward the Seventh, by The British Red Cross Society, with which The Canadian Red Cross Society has now become affiliated; and whereas the International Conference of Geneva of 1863 recommended: "That there should exist in every country a Committee whose mission consists in co-operating in times of war with the hospital service of the armies by all means in its power;" and whereas it is expedient that there should be a permanent organization in Canada in affiliation with the British Red Cross Society to carry out the purposes of the said treaty, and especially to secure supplies and to execute the humane objects contemplated by the said treaty, with the power to adopt and use the distinctive flag and badge specified by the said treaty in Article 7, on which shall be the sign of the Red Cross, and for the purpose of co-operating with the "Comité International de Secours aux Militaires Blessés;" and whereas it is expedient that the existing association in Canada should be incorporated for the purposes aforesaid: Therefore His Majesty, by and with the advice and consent of the Senate and House of Commons of Canada, enacts as follows:—

Incorporation.

1. His Honour Colonel John Morison Gibson, Lieutenant-Governor of the Province of Ontario; Sir Louis A. Davies, Ottawa; The Honourable George W. Ross, Toronto; The Honourable Hugh John Mac-

donald, Winnipeg; The Honourable George A. Cox, Toronto; Colonel George Sterling Ryerson, Toronto; Lieutenant-Colonel A. E. D. Labelle, Montreal; Lieutenant-Colonel T. G. J. Loggie, Fredericton; Lieutenant-Colonel John Bayne MacLean, Toronto; Colonel Frederick Minden Cole, Montreal; Lieutenant-Colonel The Honourable John S. Hendrie, Hamilton; Lieutenant-Colonel William N. Ponton, Belleville; Lieutenant-Colonel George A. Sweny, Toronto; Lieutenant-Colonel John Irvine Davidson, Toronto; Colonel James Mason, Toronto; Colonel Sir Henry M. Pellatt, Toronto; Lieutenant-Colonel Hugh H. McLean, St. John, N.B.; Charles R. Dickson, M.D., Toronto; The Honourable George E. Foster, Toronto; Alexander MacNeill, Wiar-ton; The Honourable W. H. Montague, Winnipeg; Sir Charles Hibbert Tupper, Victoria; Judge D. J. Hughes, St. Thomas; Justin Miller, Mayor of Ingersoll; John George W. Hodgins, LL.D., Toronto; James Algernon Temple, M.D., Toronto; Daniel R. Wilkie, Toronto; Thomas G. Roddick, M.D., Montreal; Frederick M. Montizambert, M.D., Ot-tawa; Henry S. Strathy, Toronto; John T. Small, K.C., Toronto; and Charles Alfred Hodgetts, M.D., Toronto; and the following ladies, presidents of local organizations: Mrs. H. A. Boomer, London; Mrs. Harrington, Dorchester, N.B.; Mrs. Cornelia de Lanery Smith, Monc-ton, N.B.; Mrs. Helen Arnold, Sussex, N.B.; Mrs. Edith Boulton Nordheimer, Toronto; Mrs. Jennie C. McFadden, Brampton; Mrs. Florence A. Robertson, Newmarket; Mrs. Emma Tyrwhitt, Bradford; Mrs. Frances M. DuMoulin, Hamilton; Mrs. Emily C. Watson, Ed-monton; Lady Tilley, St. John, N.B.; Mrs. Alberta Poulle, Sackville, N.B.; Mrs. Jessie McEwen, Brandon; Mrs. Annie Lett, Guelph; Mrs. Kate I. Hare, Whitby; and Mrs. A. I. Domville, Rothesay, N.B.; and their associates and successors are hereby created a body corporate and politic in and for the Dominion of Canada under the name of "The Canadian Red Cross Society," hereinafter called "the Society." Corporate name.

2. The purposes of the Society shall be:—

Purposes.

(1) To furnish volunteer aid to the sick and wounded of armies in time of war, in accordance with the spirit and conditions of the conference of Geneva of October, 1863, and also of the treaty of the Red Cross or the treaty of Geneva of August twenty-second, 1864, to which Great Britain has given its adhesion. Aid to sick and wounded in war.

(2) To perform all the duties devolved upon a national society by each nation which has acceded to said treaty, but in affiliation with the said British Red Cross Society. Performance of national duties under Treaty of Geneva.

(3) To succeed to and take over all the rights and property heretofore or now held and enjoyed by, and all the duties heretofore performed by, the unincorporated association known as the Canadian Red Cross Society. Succession to former association.

Emblem and badge.

3. The Society shall have the right to have and use in carrying out its purposes as an emblem and badge a Greek Red Cross on a white ground as the same has been described in the treaty of Geneva dated the twenty-second day of August, 1864, and adopted by the several nations acceding thereto; and may make by-laws and regulations, not inconsistent with the laws of Canada or of any province thereof; and generally may do all such acts and things as are necessary to carry into effect the provisions of this Act and promote the purposes of the Society; and the Society is hereby designated as the Canadian organization which is authorized to act in matters of relief under the said treaty.

By-laws and regulations.

Authority to act under Treaty of Geneva.

Penalties for unlawful use of Society's name, badge, etc.

4. From and after the passing of this Act it shall be unlawful for any person within the jurisdiction of the Parliament of Canada to falsely and fraudulently hold himself out as, or represent or pretend himself to be, a member of, or agent for, the Canadian Red Cross Society, for the purpose of soliciting, collecting or receiving money or material; or for any person to wear or display the sign of the Red Cross, or any insignia coloured in imitation thereof, for the fraudulent purpose of inducing the belief that he is a member of, or an agent for, the Canadian Red Cross Society. Nor shall it be lawful for any person or corporation, or their successors, other than the Canadian Red Cross Society, not now lawfully entitled to use the sign of the Red Cross, hereafter to use such sign or any insignia coloured in imitation thereof for the purpose of trade or as an advertisement to induce the sale of any article whatsoever. If any person violates the provisions of this section, he shall be guilty of an indictable offence and shall be liable to a fine of not less than one nor more than five hundred dollars, or imprisonment for a term not exceeding one year, or both, for each and every offence. The fine so collected shall be paid to the Canadian Red Cross Society.

Acquisition and holding of property.

5. The Society may purchase, take, have, hold, possess, retain and enjoy any property, real or personal, corporeal or incorporeal, whatsoever, and for any or every estate or interest therein whatsoever, given, granted, devised, or bequeathed to it, or appropriated, purchased, or acquired by it in any manner or way whatsoever, to, for, or in favour of the uses and purposes of the Society.

Limit of real estate.

(2) The annual value of the real estate held in Canada by or in trust for the Society shall not exceed fifty thousand dollars.

Government of Society.

6. The governing body of the Society shall consist of a Central Council, numbering eighteen persons, to be elected immediately after the passing of this Act by the incorporators above named. It shall be the duty of the Central Council to organize with as little

delay as possible branches in the various provinces of Canada under Branches.
such rules as the Central Council may prescribe; and upon the
formation of such branches each province shall be entitled to
appoint one member of the Central Council specially to represent it,
such member so to be appointed to be in addition to the eighteen
above named.

(2) The said eighteen members of the Central Council shall be Election of
elected each for three years, retiring members being eligible for members of
re-election by all the then members of the Society. Central
Council.

(3) The Central Council shall have the power to appoint an Executive
executive committee of seven of its members, five of whom shall Committee.
be a quorum, who, when the Central Council is not in session, shall
have and exercise all the powers of the Central Council.

7. The Society shall, not later than the thirty-first day of Janu- Report of
ary of each year, furnish to the Minister of Militia and Defence a Proceedings.
report of its proceedings for the previous calendar year, including
a full, complete and itemized report of receipts and expenditures of
whatever kind, which report shall be duly audited by the Depart-
ment of Militia and Defence.

(2) If for the space of one month the Society neglects or refuses Penalty for
to furnish such report the Society shall be liable to a penalty not not furnishing
exceeding twenty dollars for every day during which such default report.
continues, and any member of the Society who knowingly or wilfully
authorizes or permits such default shall be liable to the like penalty.

6th Session, 12th Parliament, 6 George V, 1916.

THE HOUSE OF COMMONS OF CANADA.

BILL 48.

AS PASSED BY THE HOUSE OF COMMONS, 22ND MARCH, 1916.

An Act to amend An Act to incorporate The Canadian Red Cross
Society.

His Majesty, by and with the advice and consent of the Senate and
House of Commons of Canada, enacts as follows:—

1. Section six of chapter sixty-eight of the statutes of 1909, An Act 1909, c. 68.
to incorporate The Canadian Red Cross Society, is repealed and the
following section is substituted therefor:—

Central
Council,
how
constituted.

"6. The governing body of the Society shall be a central council consisting of the past presidents of the Society, of not less than eighteen persons to be elected by the Society and of the members appointed by the Provincial branches.

Provincial
branches.

"2. It shall be the duty of the Central Council to organize branches in the various Provinces of Canada under such rules as the Central Council or the Executive Committee may prescribe; and each Province shall be entitled to appoint one person to be a member of and represent it upon the Central Council.

Term to be
three years.

"3. All members of the Central Council who are hereafter elected or appointed shall each be elected or appointed for three years, and retiring members shall be eligible for re-election or re-appointment as the case may be.

Time, etc. for
elections.

"4. The members of the Central Council (including members appointed by the Provincial branches) shall be elected or appointed at such times and under such rules as the Central Council or the Executive Committee may prescribe.

Executive
Committee.

"5. There shall be an Executive Committee consisting of the past presidents of the Society and of not less than seven and not more than twelve persons appointed by the Central Council from its members, five of whom shall be a quorum. When the Central Council is not in session the Executive Committee shall have and exercise all the powers of the Central Council.

Present
Central
Council,
term of.

"6. The present members of the Central Council, together with the past presidents, shall be the Central Council and shall have all the powers herein conferred upon the Central Council until a new Central Council is elected. The next election of a Central Council shall be held at such time as may be fixed by the Central Council or the Executive Committee, but not later than three years from the date of the election of the present Central Council. If any additional Provincial Branch is organized before the next election of a Central Council such Branch may appoint a person to be a member of the present Central Council."

Date for
report to
Minister of
Militia
changed.

2. Section seven of the said Act is amended by striking out the words "thirty-first day of January" in the first and second lines thereof, and substituting therefor the words "last day of February."

The Canadian Red Cross Society

By-Laws and Regulations

At a meeting held at Government House, Toronto, on 20th December, 1909, His Honour Colonel John Morison Gibson, Lieutenant-Governor of the Province of Ontario, in the chair, the Corporators of the Canadian Red Cross Society, founded in 1896 and incorporated by an Act of the Parliament of the Dominion of Canada, passed in the ninth year of the reign of His Majesty King Edward VII. as chapter 68, adopted the following By-laws and Regulations:—

OBJECTS

1. The Canadian Red Cross Society, hereinafter called "the Society," having been incorporated by an Act of the Parliament of the Dominion of Canada to carry out the purposes of the Treaties of Geneva and to co-operate with the "Comité International de Secours aux Militaire Blessés," in affiliation with the British Red Cross Society, in furnishing aid to the sick and wounded in time of war, the aforesaid Act of Incorporation is the Charter, and the purposes of the Society shall be those set forth therein.

(2) The aims and objects of the Society shall be to collect funds and material, and to provide assistance in time of war. Such aid and assistance will be supplementary to that furnished by the official Naval and Military Medical Departments concerned and will consist of such additional comforts and such general help as may be considered beyond the reasonable scope of the official bodies.

2. The Society will be concerned in the organization of the Red Cross movement throughout Canada, and will promote by every means in its power an interest in Red Cross work and a familiarity with its details.

3. The Society shall examine, systematise, and co-ordinate all offers of help, in order to prevent waste and overlapping and render them of the utmost possible value.

4. In time of war the Society shall co-operate with the Department of Militia and Defence of Canada or the British Red Cross Society.

MEMBERSHIP

5. The Society may enrol Members, Life Members and Associates.

(a) Members shall be those who subscribe and pay annually

the sum of two dollars to the Society's funds. (b) Life Members shall be those who contribute the sum of twenty-five dollars to the Society's funds. (c) Associates shall be those who subscribe and pay annually the sum of one dollar to the Society's funds.

(2) Only those members who have conformed to the above Regulations shall be entitled to vote at any election of officers or at any meeting of the Society.

FINANCES

6. The Society, having by the Act of Incorporation succeeded to and taken over all the rights and property heretofore held and enjoyed by the unincorporated association known as the Canadian Red Cross Society, including a Trust Fund now at the credit of Trustees, such capital sum shall remain in the hands of the said Trustees until others shall be appointed by the Central Council of the Society, and such Trust Fund shall only be expended in the event of war in which British troops are engaged. No existing funds of the Society, whether belonging to the Trust Fund above mentioned, or derived from donations or from the subscriptions of members or associates, will be employed in rendering aid in any wars except those in which British troops are engaged.

(2) Where belligerents other than British are engaged in war and are accepting aid through the British Red Cross Society, the Council may determine whether aid shall be rendered to the sick and wounded in such war. Should the Council determine to render aid, the funds or material required shall be raised by a special appeal to the public.

7. The Central Council may enact from time to time that certain sums derived from the interest of the Trust Fund aforesaid or from other sources shall be used for the conduct of the business of the Society.

8. The Council shall have the power to appoint, as required, from time to time, Trustees to be custodians of special funds, present or future, and each trust so created shall be administered by at least three Trustees, who shall provide proper bonds for the same, when so requested.

ORGANIZATION

9. The governing body of the Society shall be the Central Council, consisting of the past presidents of the Society, of not less than eighteen persons to be elected by the Society and of the members appointed by the Provincial Branches; and they shall be elected and retired in accordance with the provisions contained in section 6 of the Act as amended 22nd March, 1916.

10. The Council shall meet as often as the interests of the Society require; nine members shall constitute a quorum, and a majority vote shall determine the result of any action under consideration.

11. The President or any three members of the Council may call a meeting of the Council.

12. The Council shall prepare annually a certified balance sheet, showing all moneys received, either directly by them or from Branches, together with the details of the manner in which such moneys have been invested or expended, and shall prepare the report to be furnished by the Society to the Minister of Militia and Defence not later than the last day of February of each year.

13. The Council shall appoint an Executive Committee consisting of the past presidents of the Society and of not less than seven and not more than twelve of its members, five of whom shall be a quorum. When the Council is not in session the Executive Committee shall have and exercise all the powers of the Central Council.

14. The Council or the Executive Committee shall have the power to appoint special committees and to appoint on the same members of the Society other than members of the Executive Committee.

15. The Council shall be empowered to appoint Honorary Solicitors to the Society.

16. The Council may, with the consent and approval of the Minister of Militia and Defence or of the British Red Cross Society as occasion may require, appoint a Commissioner or Commissioners in time of war, to carry out the active work of the Society at the seat of war, in conjunction with the British Red Cross Society. The duties and powers of such Commissioner or Commissioners shall be laid down in warrants and instructions to be issued from time to time by the Council.

17. The Council shall have power to adopt measures for the encouragement and organization of schemes for voluntary aid detachments, instruction in first aid, improvised accommodation, transport of wounded, nursing and other useful auxiliary aid in time of war.

18. The Council shall establish Provincial Branches, and adopt rules and forms for the organization and working thereof, and for the organization and operation of local or subsidiary Branches under the said Provincial Branches, wherever it may be deemed advisable or expedient, and defining the relations between such Provincial and local or subsidiary Branches and their respective powers and duties, and upon formation of such Branches, each Province so organized shall be entitled to appoint annually one member of the Central Council to specially represent it.

(2) Where no Provincial Branch shall have been organized or established in any Province, the Council may organize local Branches in such Province directly under its own authority.

(3) Each Provincial, or subsidiary or local Branch, duly organized and established, shall receive a warrant authorizing it to use the Society's name and badge in the collection of funds and material, or in the work of the Society, together with regulations for its guidance. No Branch will be recognized and no warrant issued until organization of such Branch is completed by the appointment of its officers.

(4) The Council may at any time for what it may deem and consider sufficient cause cancel and withdraw the warrant of a Local Branch, and such Local Branch shall *ipso facto* cease to exist, and all funds, property and records of such Local Branch shall be forthwith handed over to the Executive Committee of its Provincial Branch, or to the General Secretary of the Society, as the case may be. Nothing in this by-law shall prevent the re-establishment of a Local Branch in such locality.

OFFICERS

PRESIDENT AND VICE-PRESIDENTS.

19. The officers of the Society shall be a President, Vice-Presidents, a General Secretary (hereinafter called "the Secretary"), and an Honorary Treasurer, all of whom shall be elected annually by the Council. Any vacancy occurring in the Council or any office during the year shall be filled by the Council.

20. The President may preside at all meetings of the Society, and perform such other duties as by usage pertain to the office. The President shall be *ex-officio* Chairman of the Council, but shall vote therein only in case of a tie.

(2) The Vice-Presidents shall assist the President in the performance of his duties, and in his absence or at his request one of them shall preside at any meeting of the Society, and perform such other duties as ordinarily pertain to the Chair.

(3) In the absence of the President and any Vice-Presidents at any meeting of the Council, a chairman of the Council, who shall be annually elected by the Council in that behalf, shall preside, and shall have a casting vote in case of a tie.

GENERAL SECRETARY.

21. The duties of the General Secretary shall be if necessary divided into two Branches, viz.: Correspondence and Record.

To the Corresponding Secretary shall be intrusted all correspondence connected with the work of women auxiliaries, the general direction of such work into the most desirable channels, the publication of all Red Cross literature issued by the Society for the information of Branches and members, and such other duties as may be from time to time considered advisable and necessary by the Executive Committee.

The Recording Secretary shall keep a record of all Provincial and other Branches, issue all notices of meetings of the Council and Executive Committee, and keep a record of the Annual Meeting of the Society and the minutes of the meetings of the Council and Executive Committee, and shall be *ex-officio* Clerk of the Council.

He shall also issue all notices of the general meetings of the Society to the Provincial Branches at least three weeks before the date of such meetings.

(2) The Secretary shall receive all reports and communications and shall file them with the other records, subject to the order of the Council. He shall be the custodian of the seal, books, records, manuscripts and all other property of the Society, with the exception of the real estate, funds deposited with the Treasurer, any trust funds held by Trustees, and funds held by Branches.

(3) The Secretary shall conduct and supervise all correspondence of the Society. He shall superintend the publication of the annual report and of any other literature of the Society, under the direction of the Council, and the proper distribution of the same, and shall perform all the ordinary duties of his office.

(4) The Secretary shall collect all moneys due the Society and shall transfer the same to the Treasurer as received. He shall pay all accounts approved by the Executive Committee by cheque of the Treasurer, countersigned by the President or such other officer as may by the Executive Committee be authorized in that behalf, and by himself, and shall take proper vouchers therefor.

(5) The Secretary shall bring in a properly classified annual report of the business transacted since the last annual meeting, which, together with his books and vouchers, shall be duly audited.

(6) The Secretary shall complete all business in his department arising during his tenure of office before handing over his documents to the Council. He shall, not later than the thirty-first day of January in each year, transmit to the Minister of Militia and Defence the report of the Society for the previous calendar year, as adopted by the Council.

(7) The Council may at its discretion appoint from time to time an Assistant Secretary to aid the Secretary in his duties, and provide for the remuneration of the Secretary or such Assistant.

HONORARY TREASURER.

22. The Honorary Treasurer shall receive from the Secretary all funds of the Society as the same are paid in. He shall open an account in the name of the Society in a bank approved of by the Council, and shall deposit therein all funds received by him. He shall be accountable for the safe keeping of all funds in his charge.

(2) He shall sign all cheques of the Society required for payment of such accounts as are approved by the Executive Committee, when the same are properly countersigned by the President and the Secretary, or any other authorized officer.

(3) The Honorary Treasurer shall present a report at the annual meeting of the Society, which, together with his books and vouchers, shall be examined by the Auditors; and, when called upon by the Council, shall hand over to his successor in office, or anyone appointed by the Council to receive them, all moneys, papers, vouchers, books, or other property in his possession belonging to the Society, for which proper receipt shall be given to him.

MEETINGS

23. The Head Office of the Society shall be in the City of Toronto, and the Annual Meeting of the Society shall be held each year in the said city at such time and place as shall be determined by the Council.

(2) Special or emergency meetings of the Society may be called at any time by the President, or upon a requisition signed by twenty members of the Society, or five members of the Council.

(3) At all meetings for the election of officers or for considering amendments to by-laws and regulations, a quorum of at least fifteen members shall be necessary.

(4) All elections of officers shall be by ballot, the result being determined by a majority vote of those present and voting. In the case of proposed amendments to the By-Laws and Regulations, a two-thirds majority vote by ballot shall be necessary.

24. The Society shall appoint at each annual meeting two Auditors, to whom the Secretary and Treasurer shall submit their accounts, annual statements and vouchers. Each item shall be compared with its corresponding voucher, and the result submitted in a report to the Society at its next annual meeting.

25. The Seal affixed to these By-Laws and Regulations is hereby adopted as, and declared to be, the Corporate Seal of this Society.

26. The By-Laws of the Society may be amended or repealed, and additional By-Laws passed and adopted from time to time by the Central Council of the Society, but only after and not until due notice embodying such amendments or additional By-Laws shall have been given by the Secretary by registered letter mailed to all officers and members of the Council to their respective post office addresses at least three weeks before the day of the meeting at which such amendments or changes are to be considered; but no such amendment or additional By-Law shall be duly passed or take effect unless approved by a vote of at least two-thirds of the members of Council present at such meeting or duly represented thereat by special proxy in that behalf.

27. Enacted June 15th, 1915—

(1) That the cheques of the Treasurer may be lawfully countersigned in any of the following ways:—(a) By one of the Vice-Presidents or by the Chairman of the Executive Committee and the acting Secretary, T. J. Robertson. (b) In the absence of a Vice-President and the Chairman of the Executive Committee, by any two members of the Executive Committee and the said acting Secretary.

(2) That in the absence of the Treasurer, Col. G. A. Sweny be and is hereby authorized to sign cheques on behalf of the Treasurer.

28. Enacted 28th December, 1915—

That all powers and duties granted to and conferred upon the said T. J. Robertson by said By-Law No. 27 are hereby, as from the date hereof, granted to and conferred upon Beverley S. MacInnes, Esq., as if his name appeared throughout in said By-Law 27 in the place of said T. J. Robertson.



Rules of The Canadian Red Cross Society.

The following rules have been adopted by the Central Council of The Canadian Red Cross Society for the organization and conduct of Branches of the Society:—

PROVINCIAL BRANCHES.

I. Each Province of the Dominion of Canada is entitled to have established in it a Provincial Branch of the Society, to bear the name of the Province, under the special patronage of the Lieutenant-Governor of the Province, who is *ex-officio* a Vice-Patron of the Society.

II. Each Provincial Branch duly established and organized shall receive from the Central Council a Warrant authorizing such Branch to use the name and badge of the Society in the collection of funds and material, or in other work of the Society, together with Rules for its guidance.

III. No Provincial Branch will be recognized and no Warrant will be issued until the organization of such Branch is completed by the appointment or election of its officers and committee, and a report of the same forwarded to the Central Council of the Society.

IV. The officers of a Provincial Branch shall be a President, Vice-Presidents, an Honorary Secretary and an Honorary Treasurer. There shall also be an Executive Committee.

V. All officers and all members of the Executive Committee of a Provincial Branch shall be elected or appointed in such manner as the Provincial Branch shall determine, and all must qualify as Members of the Society, as hereinafter provided.

VI. Upon the formation of Provincial Branches, each Province so organized, upon reporting the same to the Central Council, shall be entitled to appoint annually one Member of the Central Council of the Society to specially represent it.

VII. The duties of a Provincial Branch shall be to assist and co-operate with the Central Council in

- (a) collecting funds and material and providing assistance in time of war;
- (b) the organization of Red Cross work throughout the Province;
- (c) promoting an interest in Red Cross work and a familiarity with its details.

VIII. In time of war all monies and contributions of material are subject to the order of the Central Council.

IX. Money or contributions of material must in no case be forwarded direct to the scene of hostilities or to any other destination, except by permission and authority of the Central Council. When such permission is granted, accurate records of such transactions must be kept by the Branch, and report thereof furnished immediately to the Central Council.

X. Each Provincial Branch shall hold an Annual Meeting for the election of its officers and of an Executive Committee, and for the transaction of other business, not later than the second Friday in the month of November in each year.

XI. Provincial Branches shall report annually direct to the Central Council of the Society not later than the first day of December in each year.

The money collected by a Provincial Branch may remain with the Branch, provided that the Central Council is informed annually of the amount so held, or it may be forwarded to the Central Council with the Annual Report, less a deduction for the local expenses of the Provincial Branch.

XII. The Annual Report of a Provincial Branch shall contain

- (1) A complete list of the names of the officers and members of the Executive Committee and the number of other members of such Provincial Branch;
- (2) a similar list of the officers, committees and the number of members of all Local or subsidiary Branches in its jurisdiction;
- (3) a record of all subscriptions, contributions and donations, receipts and expenditures for the current year and of the amount of cash on hand;
- (4) a report of its proceedings and that of its Local Branches for the current year;
- (5) and such other information as may from time to time be required by the Central Council.

LOCAL BRANCHES.

XIII. It will be the duty of each Provincial Branch to organize as speedily as possible subsidiary or Local Branches in the cities, towns or other municipalities of the Province, which shall receive instructions from and shall report to their respective Provincial Branches. Immediately upon the organization of such a subsidiary Branch, the Provincial Branch will notify the Central Council of the Society.

XIV. The Central Council will issue a Warrant to each Local Branch duly organized, authorizing such Branch to use the name and badge of the Society in enrolling Members and Associates, in collecting funds and material, or in other work of the Society, and the Council will furnish Rules for the guidance of the Branch.

XV. No Local Branch will be recognized and no Warrant issued until the organization of such Local Branch is completed by the election or appointment of its officers and committee, and a report of the same is furnished to its Provincial Branch.

XVI. Where no Provincial Branch shall have been established or organized in any Province, the Central Council may organize Local Branches in such Province directly under the authority of the Council. Such Local Branches shall report to the Central Council and shall be answerable only to the Council. They shall report annually not later than the 15th November in each year.

XVII. Any person desiring to form a Local Branch in an unorganized district should make application to the Central Council through the General Secretary of the Society. If the application is approved, a Letter of Authorization and instructions will be sent to the applicant.

XVIII. The officers of a Local Branch shall be a Chairman, Vice-Chairman and an Honorary Secretary-Treasurer. There shall also be a Committee.

XIX. All officers and all members of the Committee of a Local Branch must qualify as Members of the Society as hereinafter provided, and the Branch shall elect its officers at its Annual Meeting, which must be held not later than the first Friday in October in each year.

XX. Each Local Branch shall be self-sustaining and self-managing, subject to the Warrant and Rules. It shall make such Standing Orders as are thought fit for the transaction of its own business, and shall be answerable for the conduct of its affairs to the Provincial Branch unless located in an otherwise unorganized district.

XXI. The duties of a Local Branch shall be

- (1) To enrol Members, Life Members and Associates.
- (2) To collect subscriptions and donations of money and material.
- (3) To adopt measures, if desired, for the encouragement and organization of schemes for voluntary aid detachments, instruction in first aid, improvised accommodation, transport of wounded, nursing, and other useful auxiliary aid in time of war, and thus foster by means of lectures, demonstrations and discussions, an interest in Red Cross work.
- (4) To ascertain the particular form which the Branch would wish their aid to take in time of war.

- (5) To co-operate with the Central Council in such work cognate to the object of the Society as may be approved by the Council.
- (6) To furnish to the Executive Committee of the Provincial Branch an Annual Report of the work of the Branch, as well as an Annual Statement of accounts.

XXII. Local Branches may enrol Members, Life Members and Associates:

- (a) Members shall subscribe and pay annually the sum of Two Dollars to the funds of the Society.
- (b) Life Members shall contribute the sum of Twenty-five Dollars to the funds of the Society.
- (c) Associates shall subscribe and pay annually the sum of One Dollar to the funds of the Society.
- (d) All subscriptions shall be paid to the Honorary Secretary of the Provincial Branch, or the Honorary Secretary-Treasurer of the Local Branch.
- (e) Only those members who have conformed to the above Rules shall be entitled to vote at any election of officers or at any meeting of the Society or its Branches, or shall be eligible to serve as an officer or on a committee.

XXIII. A specially designed card will be issued by the Executive Committee of the Provincial Branch for Members and Life Members, on the receipt of due instructions from a Local Branch. These cannot be issued until the subscription for the current year has been paid.

XXIV. In order to prevent unnecessary duplication of work and supplies, collection of the latter by Local Branches should be deferred until the Central Council makes a call upon the several Provincial Branches for concerted action, when the work which each Local Branch may find itself able to do will be duly apportioned to it.

XXV. Although Local Branches may adopt their own methods of procedure in collecting funds or material required for the Society, all irregular methods must be guarded against and avoided, and when considered necessary published warning against unauthorized collectors given to the public.

XXVI. All receipts of subscriptions and donations shall be acknowledged upon official receipt forms to be obtained from the General Secretary of the Society.

XXVII. No Local Branch is authorized to collect funds or material for purposes other than the work of the Society as defined by its Charter and the Warrant and Rules.

XXVIII. Each Local Branch shall keep and maintain a list of its Members and Associates, together with a record of all subscriptions and contributions received, and shall annually report on the form which will be provided by the Executive on application to the General Secretary at Headquarters, its position and its proceedings, with a list of the names of its officers, of its committees and its members to the Executive Committee of the Provincial Branch, to which it shall forward at the same time its cash on hand after deducting its local expenses. This report, together with such cash as is not necessary for the continuation of the work of the Branch, must reach the Executive Committee of the Provincial Branch not later than the twenty-first day of October in each year.

XXIX. No funds can be received or accepted from any source when accompanied by conditions which it may be inexpedient or impossible for the Central Council of the Society to observe or carry out.

XXX. Local Branches shall report to their respective Provincial Branches in all matters, and Provincial Branches shall report to, and be directly responsible to, the Central Council of the Society. All Warrants and Rules shall be issued by the Central Council alone.

XXXI. The badge of the Society is a Greek Red Cross on a white ground, as the same has been described in the Treaty of Geneva, dated the twenty-second day of August, 1864, and the use of such badge by others than Members of the Society is an indictable offence, punishable by fine, imprisonment, or both, as provided for in Section 4 of the Act of Incorporation.

XXXII. The Honorary Secretary-Treasurers of Local Branches will obtain the necessary official receipt forms, cards of membership, literature, badges, stationery and other supplies, from the Honorary Secretary of the Provincial Branch concerned, who in turn shall secure them as required from the General Secretary of the Society, to whom all correspondence for the Central Council should be directed, and from whom any information relating to the work of the Society not covered by these Rules may be obtained.

XXXIII. The Honorary Secretary-Treasurers of Local Branches in otherwise unorganized districts will communicate directly with the General Secretary of the Society for supplies, instructions and information, and shall forward to him or to a destination designated by him all material and funds secured by such Branch, less a deduction for the local expenses of the Branch.

Address of the General Secretary of the Society:

77 KING STREET EAST, TORONTO.

Branch
of the
Canadian Red Cross Society

RULES FOR THE BRANCH.

POSITION AND OBJECTS OF THE SOCIETY.

The Canadian Red Cross Society, hereinafter called "the Society," was first established in the year 1896, and acted throughout the Boer War. It was subsequently incorporated in the year 1909 by an Act of the Dominion Parliament.

The British Red Cross Society, acting under a Charter given by His Majesty, King Edward the Seventh, is the parent society, and represents the British nation under the International Treaties of Geneva. The Canadian Red Cross Society is in affiliation with it.

The principal aims and objects of the Society are to collect funds and material and to provide assistance to the sick and wounded in time of war, supplementary to that furnished by the Official Naval and Medical Departments.

This Local Branch, hereinafter called "the Branch," is organized under the Central Council of the Society, and the following shall be the Rules for the guidance of the Branch until altered by the Central Council:—

1. The officers of the Branch shall be: One Chairman, two or more Vice-Chairmen, an Honorary Secretary and an Honorary Treasurer (or an Honorary

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Secretary-Treasurer), who shall be ex-officio members of the Committee. There shall also be a Committee of members, of whom shall form a quorum. Such Committee shall have power from time to time to add to its numbers and one-third of the whole of such Committee as increased shall then constitute a quorum. The Committee shall have power to appoint sub-committees or special Committees (the members of which need not necessarily be members of the Committee); and also to fill up, until the next annual meeting, all vacancies which may occur among the officers or Committee.

2. All officers and all members of the Committee of the Branch must qualify as Members of the Society as hereinafter provided, and the Branch shall after the year 1914 elect its officers at its Annual Meeting, which must be held not later than the first Friday in October in each year.

3. The Branch shall be self-sustaining and self-managing, subject to the Warrant and to the Rules from the Central Council. It shall make such standing orders as are thought fit for the transaction of its own business, and shall be answerable for the conduct of its affairs to the Central Council.

4. The duties of the Branch shall be:—

- (1) To enrol Members, Life Members and Associates;
- (2) To collect subscriptions and donations of money and material;
- (3) To adopt measures, if desired, for the encouragement and organization of schemes for voluntary aid detachments, instruction in first aid, improvised accommodation, transport of wounded, nursing and other useful auxiliary aid in time of war, and thus foster by means of lectures, demonstrations and discussions, an interest in Red Cross work;

- (4) To ascertain the particular form which the Society would wish their aid to take in time of war;
- (5) To co-operate with the Central Council in such work cognate to the objects of the Society as may be approved by the Council;
- (6) To furnish to the Central Council an Annual Report of the Branch, as well as an Annual Statement of Accounts.

5. The Branch may enrol Members, Life Members and Associates:—

- (a) Members shall subscribe and pay annually the sum of Two Dollars to the funds of the Society;
- (b) Life Members shall contribute the sum of Twenty-five Dollars to the funds of the Society;
- (c) Associates shall subscribe and pay annually the sum of One Dollar to the funds of the Society;
- (d) All subscriptions shall be paid to the Honorary Treasurer (or the Honorary Secretary-Treasurer) of the Branch, who shall open an account in the name of the Branch in some chartered bank to be approved of by the Committee;

No payments shall be made by the Honorary Treasurer (or Honorary Secretary-Treasurer) except on the Order of the Committee and all cheques shall be signed by him and countersigned by the Chairman, or a Vice-Chairman;

- (e) Only those Members, but not Associates, who have conformed to the above Rules, shall be entitled to vote at any election of officers or at any meeting of the Branch, or shall be eligible to serve as an officer or on a Committee.

6. The Branch shall keep and maintain a list of its Members and Associates, together with a record of all subscriptions and contributions received, and shall annually report its position and its proceedings, with a list of the names of its officers, of its committees and its members, to the Central Council to which it shall forward at the same time its cash on hand after deducting its local expenses. This report, with the accompanying cash, must reach the Central Council not later than the twenty-first day of October in each year.

7. The Branch shall report to and be directly responsible to the Central Council of the Society. All Warrants and Rules shall be issued by the Central Council alone.

8. The badge of the Society is a Greek Red Cross on a white ground, as the same has been described in the Treaty of Geneva, dated the twenty-second day of August, 1864, and the use of such badge by others than Members of the Society is an indictable offence, punishable by fine, imprisonment, or both, as provided for in Section 4 of the Act of Incorporation.

At a meeting held at.....
on.....191..., it was moved,
seconded and resolved that a Branch of the Canadian
Red Cross Society be and the same is hereby formed and
established to be known as "The.....
.....Branch of the 'Canadian
Red Cross Society' and that the foregoing Rules be
adopted as the Constitution of such Branch Society."

HV Red Cross. Canada. Canadian
580 Red Cross Society
C22 Charter, act of incorpora-
1916 tion

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